

MEMO

Shelter & Environment

Housing & Environment

Lower Ground Floor West, Marischal College



ABERDEEN
CITY COUNCIL

To	Eric Anderson, Senior Solicitor, Corporate Governance, Town House		
From	Ally Thain, Private Sector Housing Manager, Housing & Environment		
Email	allyt@aberdeencity.gov.uk	Date	1 November 2011
Tel.	522870	Our Ref.	
Fax.		Your Ref.	

**Civic Government (Scotland) Act 1982
(Licensing of Houses in Multiple Occupation) Order 2000
Application for the Grant of a Licence to Operate a House in Multiple
Occupation (HMO) at No.31 Auchinyell Road, Aberdeen
Applicant/s: Aberlour Childcare Trust
Agent: Kenneth Ferguson**

I refer to the above HMO Licence application, which is due to be considered by the Licensing Committee at its meeting on 23 November 2011, for the reason that the works and certification requirements have not been met.

I can advise you as follows:-

The premises:-

The premises to which this HMO Licence application relates is a detached purpose-built property with accommodation comprising of four letting bedrooms, four public room, one kitchen, two bathrooms and one toilet. The position of the premises is shown on Appendix 'A' attached to this memo.

The HMO application:-

The HMO Licence application was submitted to the Council on 31 March 2011. The HMO Officer visited the premises on 27 April 2011, then he wrote to the applicant on 28 April 2011, listing the following requirements to bring the premises up to the current HMO standard:-

1. Installation of 30-minute fire-resistant, self-closing doors throughout.
2. Installation of a hard-wired, interlinked smoke detector, and 30-minute fire-resistant doors in the electrical fusebox cupboard.
3. Installation of an interlinked carbon-monoxide detector beside the boiler.
4. Installation of an interlinked electro-magnetic hold-open device on the utility room door.
5. All fire-safety provisions within the building to be explained to all staff and visitors.
6. A Fire Action Plan to be discussed with staff and a Fire Action Notice to be displayed within the premises.
7. Staff fire-safety training to be high priority.
8. A fire-blanket to be installed in the kitchen.
9. The conservatory window-blinds to be repaired or replaced.

10. The Notice for Display to be redisplayed on the public path outside the premises for another 21-day period.
11. The Notice for Display – Certificate of Compliance and the electrical & gas safety certificates to be submitted to the HMO Unit.

At the date of this memo, all work & certification requirements have not been met. Accordingly, the applicant has been invited to attend the meeting of the Licensing Committee on 23 November 2011, where the application will be discussed.

Other considerations:-

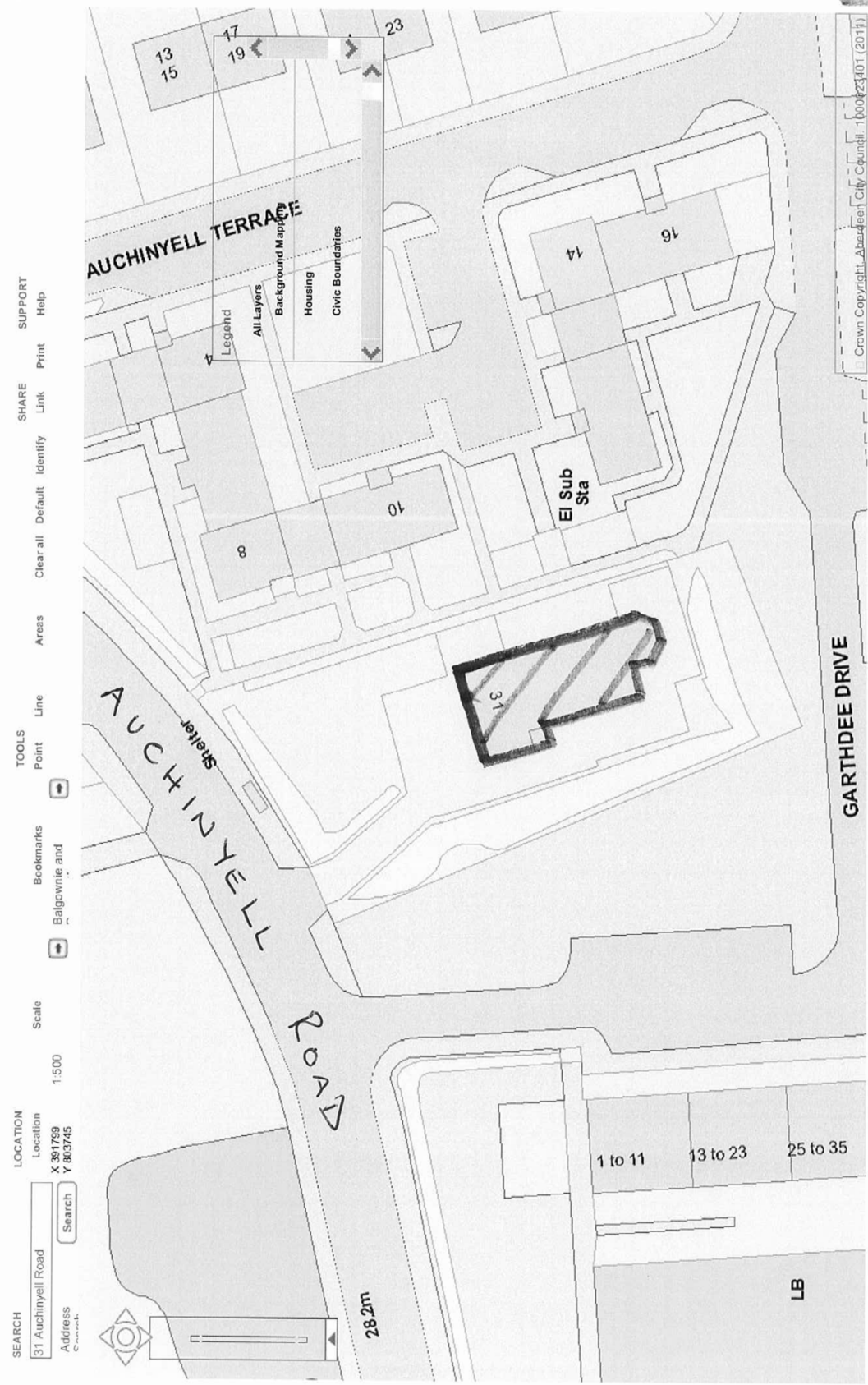
- The Chief Constable, Grampian Police, has been consulted in respect of the applicant's suitability as a "fit and proper person", and has made no comments or objections.
- Grampian Fire & Rescue Service has been consulted in respect of the suitability of the property, and has made no comments or objections.
- At the date of this memo, the Council's Antisocial Behaviour Investigation Team has no record of any complaint in respect of No.31 Auchinyell Road, Aberdeen.
- At the date of this memo, the applicant and the premises are not registered with the Landlord Registration database.
- The applicant has requested an occupancy of 4 tenants, which is acceptable to the HMO Unit.
- As mentioned above, the Council received the HMO Licence application on 31 March 2011. The Council must determine the application no later than 30 March 2011, otherwise the application will become deemed to be approved, which the Council must strive to avoid. If necessary, the application can be deferred until the Licensing Committee meets again on 21 February 2012, at the latest.

I trust the above explains the position. Please contact me on x2870 if you wish to discuss any of the above.

Ally Thain
Private Sector Housing Manager

APPENDIX 'A'

Housing



APPLICATION FOR HMO LICENCE
31 AUCHINYELL ROAD, ABERDEEN